

AGENDA
PINE COUNTY BOARD MEETING

District 1 Commissioner Hallan (Chair)
 District 2 Commissioner Pangerl
 District 3 Commissioner Chaffee
 District 4 Commissioner Rossow
 District 5 Vacant

Tuesday, August 20, 2013, 10:00 a.m.
Board Room, Pine County Courthouse, Pine City, Minnesota

- A) Call meeting to order
- B) Pledge of Allegiance
- C) Public Forum. Members of the public are invited to speak. Each speaker should state his/her name and limit comments to three (3) minutes.
- D) Approve Agenda
- E) Approve Minutes of July 30, 2013 Special Meeting – Wheelage Tax meeting for publication.
- F) Approve Minutes of the August 6, 2013 Committee of the Whole/Budget Committee meeting for publication.
- G) Approve Minutes of August 6, 2013 board meeting and Summary for publication.
- H) Minutes of Boards, Committees and Correspondence
- I) Approve Consent Agenda

CONSENT AGENDA

1. Review July, 2013 Cash Balance (attached)

Fund	July 31, 2012	July 31, 2013	Increase(Decrease)
General Fund	\$1,461,225.99	\$2,143,061.42	\$681,835.43
Health and Human Services Fund	\$1,914,320.74	\$1,425,549.80	(\$488,770.94)
Road and Bridge Fund	\$7,916,024.82	\$7,901,318.05	(\$14,706.77)
Land Management Fund	\$1,130,256.33	\$1,524,926.87	\$394,670.54
TOTAL (inc non-major funds)	13,659,792.42	\$13,882,655.98	(\$222,863.56)

2. **Application for Abatement:**

Consider:

Thomas Barnes, 18210 Creekside Ct, Pine City, PID 28.5721.000, pay 2013.

3. **Donation**

- A. Accept \$1,000 donation from Pine County Agricultural Society and designate to the Pine County Sheriff's Office Volunteer Posse program; to be used to help offset expense of the volunteer posse program.
- B. Accept \$1,000 donation from Lake State Federal Credit Union; to be used to help offset the expense of the electronic investigative equipment.

4. **Premises Permit**

- A. Consider Premises Permit Application for Hanson/Anderson American Legion Post 361 to conduct Minnesota lawful gambling at Sturgeon Lake Golf Course, 86333 Rosewood Lane, Sturgeon Lake (Sturgeon Lake Township).
- B. Consider Premises Permit Application for Hinckley Lions to conduct Minnesota lawful gambling at Tank's Tavern, 39109 State Hwy. 48, Hinckley (Arlone Township).

5. **Resolution for Repurchase of Tax Forfeited Land**

- A. Consider Resolution 2013-35 for Repurchase of Tax Forfeited Land in full, Richard A. Taylor and Jill A. Taylor, PID 09.5769.000 and authorize Board Chair and County Auditor to sign.
- B. Consider Resolution 2013-36 for Repurchase of Tax Forfeited Land in full, Brian Scanlan, PID 25.0285.001 and authorize Board Chair and County Auditor to sign.

6. **New Hires**

- A. Authorize hiring of two candidates to fill the Office Support Specialist positions as authorized by the board on June 18, 2013. The proposed names, salaries and start dates for these positions will be provided to the Board at the board meeting, or sooner, if possible.
- B. Authorize hiring of registered nurse Beth Lyon, effective September 4, 2013, pending completion of pre-employment screenings, \$19.25 per hour, step 1, C42.

REGULAR AGENDA

1. **Personnel Committee**

Pine County Personnel Committee met August 13, 2013 and made the following recommendations (Minutes attached):

Auditor/Treasurer

- A. Approve re-grade of Chief Deputy County Auditor/Treasurer Paul Johnson position to C51, \$22.34 - \$31.88. No performance increase at this time, to be revisited on Johnson's anniversary date.
- B. Approve appointment of County Forester Greg Beck as Land Commissioner.

Sheriff

- A. Approve/acknowledge unpaid military leave for Deputy Zach Motyl.
- B. Approve backfill deputy to replace Deputy Motyl who will be on active military duty for the next year with the condition of the 33rd deputy remaining within 2014 PCSO budget.

HHS

- A. Approve the extension of the temporary child support officer (B24 \$18.80) position until the permanent CSO position is filled.
- B. Accept withdrawal of resignation by Amber Stumne, RN.
- C. Accept resignation of Christina Blaiser, RN effective September 6, 2013 and authorize to back fill registered nurse position, C42 \$19.25 - \$26.45/hr.

Administrator

- A. Approve 3% wage increase (\$52,660.19) for IT Supervisor Lisa Blowers.
- B. Approve re-grade of Land Services Director position to E81 \$28.95 - \$40.77, and establish Kelly Schroeder's salary at \$70,678/year, both effective May 21, 2013 (date of position appointment).
- C. Approve amendment to employment contract with County Administrator David Minke to increase the severance allowance from three months to six months.

Other items are for informational purposes only.

2. Off Highway Vehicle Safety Grant

Approve 2014-15 Off Highway Vehicle Safety Grant in the amount of \$9,323 and authorize Board Chair and County Administrator to sign. No matching funds are required; grant will be used to buy equipment and provide off road patrol.

3. Award Bid for Contract #1305

Award bid for Contract #1305 to lowest responsible bidder as determined by the County Engineer for the following:

SAP 058-617-018, located on CSAH 17 over South Fork Grindstone River

SAP 058-599-040, located on South Fork road over South Fork Grindstone River

SAP 058-599-041, located on Cross Park Road over East Pokegama Creek

4. Local Fix-Up Grant

Approve the Contract Agreement for Administration of the Local Septic Fix Up Fund between Pine County, Minnesota and Lakes and Pines C.A.C., Inc of Mora, Minnesota and authorize Board Chair and County Administrator to sign.

5. Closed Session – Reimbursement Claim, Property Damage of Dawn Christen

6. Commissioner Updates

7. Other

8. Upcoming Meetings

- a. **Technology Meeting, Tuesday, August 20, 2013, 9:00 a.m.,** Commissioner Conference Room, Courthouse, Pine City, Minnesota.

- b. **Pine County Board Meeting, Tuesday, August 20, 2013, 10:00 a.m.**, Board Room, Pine County Courthouse, Pine City, Minnesota.
- c. **Pine County Health and Human Services Meetings, Tuesday, August 20, 2013, to commence after Pine County Board Meeting**, Boardroom, Pine County Courthouse, Pine City, Minnesota.
- d. **NLX meeting, Wednesday, August 28, 2013, 9:30 a.m.**, Boardroom, Courthouse, Pine City, Minnesota.
- e. **Pine County Board Meeting, Tuesday, September 3, 2013, 1:00 p.m.**, Public Health Building, Sandstone, Minnesota.
- f. **Facilities Committee Meeting, September 4, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- g. **Personnel Committee Meeting, September 10, 2013, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.

9. **Adjourn**